

VISTA LOCAL

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Product Owner: LT Governor's Office
Product Manager: Mark Thomas
Phone: 801-538-1494
E-mail: mjthomas@utah.gov

Vista Local provides emergency data on voter registrations in the event they are unable to connect to Vista. It allows polling places to check voter registrations at the polling place during early voting and on Election Day. It transmits the information needed to create a vote history record and transmits that to the state. It also receives vote history records created with other machines running Vista Local and those created through Vista and mark the voter file so that a voter can only vote once.

The hours of support required for VISTA LOCAL are listed below.

Application	Support Hours	Days of Week
VISTA LOCAL	Business Hours	Monday - Friday during Election times

Product Features and Descriptions

Feature	Description
Security	Vista Local is designed to be run at the polling place and therefore must be widely distributed. Each polling place has a number of people with access to the machine running Vista Local. Vista Local must not operate if copied from the host machine. All data and the application itself must be encrypted.
Intermittent Connection	Elections must take place whether there is an internet connection or not. While it is desirable that Vista Local connect to the Vista application it cannot be guaranteed that that will be possible. Vista Local manages this by having all important data stored locally and information about vote history is transmitted when possible.
VC Programmer Connection	Vista Local tells the Premier Election Systems application VC Programmer which precinct the voter is in

Features Not Included

Feature	Explanation
Download of New Registration Information	Vista Local does not update voter registrations to or from Vista nor does it transfer new registrations to Vista Local

Rates and Billing

Feature	Description	Base Rate
Application Bug Fixes and Enhancements	Programming and unit testing of Vista Local and associated applications and interfaces to fix reported bugs, implement legislative changes and implement enhancements that are approved and prioritized by the Lt. Governor's Office.	See DTS Approved Rate
Application DBA Support	Perform modifications to the database needed to accommodate the implementation of change requests.	See DTS Approved Rate
Network Support	Monitoring, troubleshooting and support to ensure uptime and sufficient performance to State and County Offices.	See Infrastructure Network Support product
Enterprise Hosting Services	Monitoring, updating and troubleshooting Application servers.	See Infrastructure Hosting product
Desktop Services	Enterprise Desktop Services	See Enterprise Desktop Services product
Security Services	Enterprise Security Services	See Enterprise Security Services product

Ordering and Provisioning

Changes are managed and prioritized through the Vista Steering Committee. These requests will be made to the IT Director.

DTS Responsibilities

1. Programming and testing modifications to the application to fix reported bugs and implement enhancements to accommodate legislative mandated changes and changes in business practices.
2. Define technical requirements for enhancement requests and legislative changes.
3. Performing back-end database updates to fix bad data causing problems in the application.

State of Utah

Product Description

4. Providing desktop support to fix problems with equipment used to run the Vista Local application, print documents and scan bar codes on documents.
5. Provide Network support to ensure that Vista Local Web Service is up and operating sufficiently during business hours. (See DTS/Governor's Office Infrastructure Network Support product)

Agency Responsibilities

1. Notify DTS/GO of any problems with the current system.

DTS Service Levels and Metrics

State of Utah

Product Description

In an effort to improve service to our customer agencies, DTS will measure and report on the following enterprise metric goals:

- Application Availability
- Resolution Time
- Initial Response
- First Contact Resolution
- Customer Satisfaction Surveys

Application Availability:

Application availability measures DTS' efforts to ensure agency key business applications meet the percent of availability goals identified in the agency Service Level Agreements (SLA). DTS will determine application availability based upon the collective measurement of the configuration items (both hardware and software) which are determinant to supporting the agency business services applications. These metrics will be reported each month by agency with a cumulative report showing DTS' efforts over several months and posted to the DTS Metrics web page at <http://dts.utah.gov/metrics/index.php>.

Metric Description	Target
Vista Local	This system will be available 24 X 7 365. DTS will provide support during Governor's Office regular business hours.

Resolution Time:

Resolution time measure DTS' efforts to resolve customer incidents within the time lines set below based upon urgent, high, medium and low priorities. These metrics will be reported each month, by agency, with a cumulative report showing DTS' efforts over several months. These reports will then be posted on the DTS Metrics web page at: <http://dts.utah.gov/metrics/index.php>.

Total Time to Resolution	Target: Percent of Tickets Meeting Priority Timelines
Low priority - 6 Business hours	90%
Medium priority - 4 Business hours	90%
High priority - 3 Clock hours	90%
Critical priority - 3 Clock hours	90%

Initial Response:

Initial response measure DTS' efforts to respond to customer incidents within the time lines set below based upon urgent, high, medium and low priorities. These metrics will be reported each month by agency with a cumulative report showing DTS' efforts over several months. These reports will then be posted on the DTS Metrics web page at: <http://dts.utah.gov/metrics/index.php>.

Time to Initial Response	Target: Percent of Tickets Meeting Priority Timelines
Low priority - 1 Business hour	85%
Medium priority - 1 Business hour	85%

State of Utah

Product Description

High priority – 1 Clock hour	90%
Critical priority – 30 Clock minutes	95%

First Contact Resolution:

First contact resolution measures DTS' efforts to resolve customer incidents on initial contact with either our help desk or a technical specialist. These metrics will be reported each month, by agency, with a cumulative report showing DTS' efforts over several months. These reports will then be posted on the DTS Metrics web page at <http://dts.utah.gov/metrics/index.php>.

Metric Description	Target
First Contact Resolution	65% of all incidents reported resolved on initial contact

Customer Satisfaction Surveys and Reporting:

All users/customers whose technical incidents are resolved by DTS staff will be given the opportunity to respond to an on-line survey regarding their level of satisfaction with the support received from DTS. Responding to the survey is voluntary.

The chart below identifies DTS enterprise goals for customer satisfaction. Cumulative monthly reports will be created displaying the customer's level of satisfaction with DTS support. These reports will then be posted on the DTS Metrics web page at <http://dts.utah.gov/metrics/index.php>.

Customer Satisfaction Target

Metric Description	Target
Average level of satisfaction with resolution efforts	≥ 4.5 on a scale of 0 - 5
Percentage of respondents expressing satisfaction (vs. dissatisfaction)	93% of respondents satisfied